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**SUBJECT:** Leasing of Additional Space in the Rosslyn Area

3. We must move rapidly to acquire the next available Rosslyn building as it possibly will be taken by commercial interests and no other suitable building in that area may be available for some time to come. On the other hand, the additional space will not be adequately utilized unless units now in the Headquarters building are moved to Rosslyn. Accordingly, at your request we are preparing a memorandum for your signature to the Deputy Directors concerned advising them of future available space in the Rosslyn area and asking them to plan for its use on an orderly basis.

4. Based on the referenced briefings and analysis herein, the following recommendations are submitted for your approval:

a. That the General Services Administration be advised of our interest in acquiring an additional 110,000 square feet in the Rosslyn area by late FY67 to be occupied in early FY68.

b. That a tentative interest in an additional 65,000 square feet during FY69 be indicated to GSA.

c. That the deputy directors identify units for movement into Rosslyn, as soon as possible.

d. That at the appropriate time the Agency's budget be adjusted to reflect the above requirements.

GEORGE E. MELOON  
Director of Logistics

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